

DEPARTMENT OF PLANNING AND DEVELOPMENT

CITY OF NEWTON

Massachusetts

INTER-OFFICE CORRESPONDENCE

DATE: March 10, 2008

TO: John Lojek, Commissioner of Inspectional Services

FROM: Michael Kruse, Director of Planning and Development
Candace Havens, Chief Planner
Jean Fulkerson, Principal Planner

SUBJECT: **Administrative Site Plan Review – Sec. 30-5(a)(2)**
Lasell College Woodland Road Residence Halls (10-12 Studio Road)

CC: Mayor David B. Cohen
Alderman R. Lisle Baker, President of the Board
Ward 4 Alderman John W. Harney
Ward 4 Aldermen-at-Large Leonard J. Gentile and Amy Mah Sangiolo
Tom Daley, Commissioner of Public Works
John Daghlion, Associate City Engineer
Assistant Chief Bruce A. Proia, Fire Department










In accordance with Section 30-5(a)(2) of the City's Zoning Ordinance, which requires Site Plan Review for non-profit educational uses, the Planning Department and other City departments have reviewed the proposed plans for the LASELL COLLEGE 10-12 STUDIO ROAD RESIDENCE HALLS submitted to the City of Newton on January 10, 2008. The proposed project is located on a parcel of land bounded by Studio Road, Woodland Road, Aspen Avenue, and Forest Avenue. The structures face Woodland Road and include a one-level underground parking garage. The following plans and documents were reviewed as part of the Site Plan Review process.

- Prepared by Steffian Bradley Associates, Inc., Architects, 100 Summer Street, Boston MA, signed by Jana Gooden Silsby, Registered Architect:
 - i. Plan Entitled "Cover Sheet" dated 12/21/07
 - ii. Plan Entitled "AS02 Enlarged Architectural Site Plan," dated 12/21/07
 - iii. Plan Entitled "A100, Basement Floor Plan" dated 12/21/07
 - iv. Plan Entitled "A101, First Floor Plan" dated 12/21/07
 - v. Plan Entitled "A102, Second Floor Plan" dated 12/21/07
 - vi. Plan Entitled "A103, Roof Plans" dated 12/21/07
 - vii. Plan Entitled "A201, Building Elevations" dated 12/21/07
 - viii. Plan Entitled "A202, Building Elevations" dated 12/21/07

Lasell College

Proposed Residence Halls Land Use

Legend

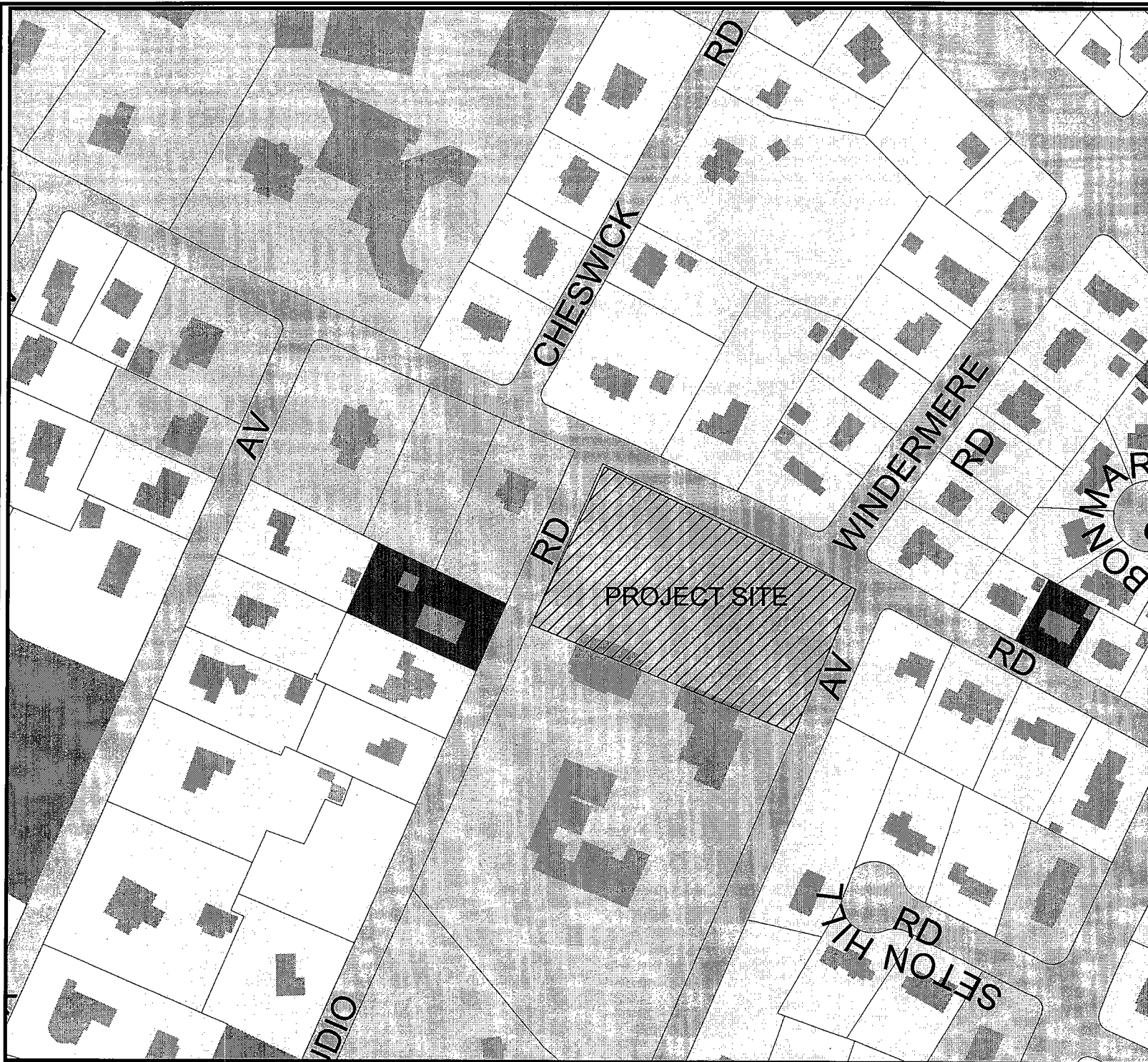
-  Single Family Residential
-  Multifamily Residential
-  Industrial
-  Mixed Use
-  Vacant Land
-  Private Educational
-  Nonprofit Organizations
-  Tax Exempt
-  Lakes & Rivers



The information on this map is from the Newton Geographic Information System (GIS). The City of Newton cannot guarantee the accuracy of this information. Each user of this map is responsible for determining its suitability for his or her intended purpose. City departments will not necessarily approve applications based solely on GIS data.



MAP DATE: February 29, 2008



- Prepared by VTP Associates, Inc., Land Surveyors and Civil Engineers, 132 Adams Street, Newton, MA, signed by James J. Abely, Land Surveyor, Professional Engineer:
 - i. Plan Entitled CS-01 “Topographic Site Plan, Newton, Massachusetts, Sheet 1 of 3” dated December 21, 2007
 - ii. Plan Entitled CS-02 “Utility Detail Sheet, Newton Massachusetts, Sheet 2 of 3” dated December 21, 2007
 - iii. Plan Entitled CS-03 “Zoning Analysis/Profile Sheet, Massachusetts, Sheet 3 of 3” dated December 21, 2007
 - iv. Report Entitled “Drainage Summary, Woodland Residence Halls, Newton Massachusetts” dated January 2, 2008
- Prepared by MKA, Mary Smith Associates, Landscape Architects and Planners, signed by Mark C. Kopchell, Registered Landscape Architect:
 - i. Plan Entitled “Landscape Plan, Sheet L-1” dated 12/21/07
 - ii. Plan Entitled “Tree Inventory and Removal Plan, Sheet L-2” dated 12/21/07
- Articles of Amendment for Lasell College, Commonwealth of Massachusetts, Secretary of the Commonwealth, State House, Boston, MA, dated June 14, 2004, Signed by William Francis Galvin
- Letter from Internal Revenue Service, Department of the Treasury, to affirm non-profit status, dated January 7, 2000

PROJECT OVERVIEW

Lasell College is proposing to construct two new residence halls at a site fronting on Woodland Road, adjacent to an existing dormitory complex. The residence halls will be constructed atop an existing open-air parking facility, and a portion of existing treed land. ***Together the residence halls will provide 136 beds – 66 beds in Woodland East and 70 beds in Woodland West in a mix of double rooms including doubles, handicap, and sensory rooms.*** There are four other existing dormitories in the immediate area: Forest Hall (116 beds), McLelland Hall (65 beds), Van Winkle Hall (70 beds), and Rockwell Hall, which was built in 2005. With the construction of Woodland East and Woodland West Residence Hall, there will be a total of 535 beds in six buildings on this portion of the campus. The construction of these dormitories is part of an overall effort by Lasell College to provide residential housing for a growing student body population. Seventy parking spaces are proposed in a basement-level parking garage to meet the requirements of the City’s Zoning Ordinance. Lasell College will designate this parking for faculty and staff only and will require a key-card to allow entry into the parking area. Student parking will be designated for the other open-air lots associated with this cluster of residence halls. The structure features steel frame construction with an exterior of brick veneer and metal wall panels.



Figure 1. Site from Studio Road

BACKGROUND

The proposed two new residence halls are the latest in a series of dormitories built on this block since 1965, when Van Winckle and McClelland Hall were approved under Board Orders #536-65 and #766-66. The Forest Hall and Rockwell Hall dormitories were approved in 1999 and 2006 respectively through the City's Administrative Site Plan Review process.

TECHNICAL CONSIDERATIONS

In accordance with Section 30-5 of the City's Zoning Ordinance, the plans are to be reviewed for compliance with the dimensional tables contained in Section 30-15 and with parking regulations contained in Section 30-19. In addition, the Director of Planning and Development may consider the application in light of the *Site Plan Review Criteria* listed in Section 30-5(2)(c). A zoning review performed by Planning Department staff is attached (*SEE ATTACHMENT "A"*).

I. COMPLIANCE WITH SECTION 30-15

The following is a technical analysis of the proposed two new residence halls (*on a single lot bounded by Woodland Road, Forest Avenue, Aspen Avenue and Studio Road*) with respect to the dimensional requirements for a Multi-Use Institution in a Single Residence 1 District (Section 30-15, Table 2).

Woodland Road Residence Halls	ORDINANCE	EXISTING	PROPOSED
Min. lot area	50,000 sq. ft.	378,173 sq. ft.	378,173 sq. ft.
Min. setbacks ¹			
Front (Studio Road)	61'1 5/8"	NA	61'8" to East, 62'1" to West
Side (Woodland Road)	61'1 5/8"	NA	62'6" to Studio
Side (Aspen Avenue)	61'1 5/8"	NA	61'8" to Forest
Rear (Forest Avenue)	61'1 5/8"	NA	905'9" to Aspen
Min. dormitory bldg. setback from other buildings	50'	NA	50' minimum
Max. bldg. lot coverage	30%	NA	12.58 %
Min. open space	30%	NA	74.3 %
F.A.R. ²	0.6	NA	.445
Max. bldg. height	36'	NA	34'9" East, 33'1 3/4" West
Max. # of stories	3	NA	3
Vegetative Buffer ³	60'	200' approx.	62.1'

¹ For Multi-Use Institutions and dormitories the setbacks are as shown in 30-15, Table 2 or based on the mass of the structure ((length + width + height)/3), whichever is greater.

² In accordance with Section 30-15, Table 2, the permitted FAR may be increased by 0.1 for each additional 10% of the lot area that is devoted to usable open space to a maximum FAR of 1.0

Based on the submitted plans, the proposed residence halls at 10-12 Studio Road appear to comply with the all of the dimensional controls in Section 30-15 of the Ordinance.

II. COMPLIANCE WITH SECTION 30-19

The following is a technical analysis of the proposed project with respect to parking regulations contained in Section 30-19, for all parking contained on this single lot:

Woodland Road Residence Hall	ORDINANCE	PROPOSED
Min. Number of Parking Stalls Factor A = 118 Factor B = 91 Factor C = 141	A – B + C $118 - 91 + 141 = 168$ Parking Stalls Req. = 118 (the produce is greater than A, therefore A is the requirement)	166 (including a total of 70 spaces added in the new proposed parking structure)
Setbacks ⁴ Front Side Rear	60 ft. 60 ft. 60 ft.	NA to underground parking
Standard Stall Size	9 x 19 ft.	9 x 19 ft
Maneuvering Aisles	24'	24 ft
Entrance/Exit Drives	12 ft one-way	12 ft. one-way
Handicapped Stalls	(6) 12' x 19' stalls	6 @ 13 x 19
Bicycle Parking	1/10 parking stalls = $70/10 = 7$	9
Landscaping	5% interior	NA to underground
Loading Facilities	Two @ 10' x 35'	2 @ <i>dimensions not provided</i>

As shown in the table above the proposed two new residence halls and associated parking facility appear to comply with the requirements of Section 30-19, though the petitioner needs to provide dimensions of the loading bay between Van Winkle Hall and McLelland Hall.

Although not part of this proposal, the Planning Department notes that there are 10 existing parking spaces within the setback along Forest Avenue, and which partially overlap the street right-of-way. As noted in the Zoning Review Memorandum, dated March 7, 2008, a prior Administrative Site Plan Review memorandum, dated March 25,

³ In Single Residence 1 and Single Residence 2 Districts, where Multi-Use Institutions and dormitories with more than 3 acres of land abut single residence uses or are separated by such uses by an adjacent street, a 60 ft. vegetative buffer shall be maintained from all property lines of the institutional use.

⁴ Per the ordinance, the required setbacks for the parking facilities are as listed in Section 30-15, Table 2, however, because the parking stalls cannot be located within the required vegetative buffer, the parking setback is 60 ft. for this particular project.

1999, indicated that these spaces had been in existence for 14 years at that time. There is no indication that these spaces predate the March 21, 1977 parking design and layout standards, and the Planning Department can not find evidence that these spaces are “grandfathered” (i.e. predate the ordinance requirements). The Planning Department will continue to work with the College to either document any prior approval or, if not, then remedy the situation by removing the spaces from the required setback.

Site Lighting

Lasell College did not submit a photometric plan for the proposed parking facility, as all new parking will be located underground. The City’s Zoning Ordinance requires all at-grade parking facilities to be designed so as to maintain a minimum intensity of one-foot candle on the entire surface of the at-grade parking facility.

At a minimum, it is expected that lights will be installed at the entrances to the proposed residence halls. ***In consideration of the residential neighborhood, the Planning Department recommends that all exterior lighting make use of shields and/or directed in a way to prevent glare.***

III. AUBURNDALE LOCAL HISTORIC DISTRICT

The site for the proposed residence halls is outside the boundaries of this local historic district. Local historic district commissions have the ability to review demolition requests within 150 ft. of the district boundary, but not new construction. Therefore, the Auburndale Historic District Commission has no jurisdiction to review the proposed residence halls.

IV. SITE PLAN REVIEW CRITERIA

As per Section 30-5 of the Zoning Ordinance, the Director of Planning and Development may consider this project in light of the following criteria:

A. Convenience and safety of vehicular and pedestrian movement within the site and in relation to the adjacent streets, properties or improvements

Lasell College already has a higher number of available parking spaces within this single lot, bounded by Woodland Road, Forest Avenue, Aspen Avenue and Studio Road, than what is required by the City’s Zoning Ordinance. With the construction of

the proposed 70-space underground parking facility, the college will be adding 48 parking spaces to the overall total available on campus. College representatives stated that their intention is to provide more parking for faculty and staff, and not to



Figure 2. Site from Forest Ave.

provide additional student parking at this location. Faculty parking currently designated elsewhere on campus will be shifted to this new proposed parking facility. Planning Department staff notes that there is direct access from the residence halls to this parking facility and, should the College allow it, students would be able to park in the garage and take either stairs or elevators into their residence halls.

Site circulation is based on the idea of creating a central courtyard between the existing and proposed residence halls as a gathering and community space for Lasell students. As such, all building entrances are located off of the new courtyard and all walking paths lead to the internal courtyard.



Figure 3. Area of proposed courtyard.

The parking garage will be accessed via a one-way entrance from Forest Avenue and exited via a ramp onto Studio Road. The Associate City Traffic Engineer expressed a concern about possible conflicts between vehicles exiting the parking garage, pedestrians walking along Studio Road, and vehicles entering a drop-off area, also accessed from Studio Road. It was suggested that vehicles should only be allowed to make right turns on to Studio Road from the garage exit drive.

The *primary site access* for the Fire Department will be from an access-controlled fire lane on the north side of the residence halls parallel with Woodland Road. The entrance to this proposed Fire Access driveway is off Woodland Road, across from Windermere Road, and near the corner of Woodland Road and Forest Avenue. ***The Fire Department indicated that the proposed Fire Access driveway must have a paved surface, a minimum width of 18 ft. (current plans show 16 ft. and surface of "Grasspave") and constructed to be as level as possible, be kept clear of snow, and accessed only by emergency vehicles.***

Although much concern has been raised about the width of the proposed Fire Access driveway and the pavement surface, the Fire Department has stated that the surface must be able to support its equipment and wide enough for outriggers on each side of a fire truck to stabilize the ladder in use.

During construction, Lasell College will experience a net loss of parking (*from demolition of the existing surface parking lot*) until the underground parking garage is completed. A representative of the College indicated at a neighborhood meeting held on January 28 that the College will reduce the number of student permits by the

number of spaces lost (see Topographic Site Plan, dated December 21, 2007 – CS-01). When the underground parking spaces become available, Lasell College plans to designate the new spaces for faculty use only. Student permits will be issued for other locations.

B. Provision of off-street parking and loading

The submitted plans and application demonstrate that the proposed two residence halls and associated parking facility meet the requirements of the City's Zoning Ordinance for off-street parking and loading.

C. Screening of parking areas and structures

The site of the proposed two residence halls is located in an area where Lasell College has an existing at-grade parking lot. The footprint of the underground parking facility is nearly double the footprint of the residence halls, and to accomplish the site preparation and construction the College is proposing to remove 25 trees at a total of 447 caliper inches from the site. ***Prior to obtaining a building permit, Lasell College must provide evidence of review and approval of its Tree Preservation and Removal Plan from the City's Tree Warden.***



Figure 4. View from Woodland Rd.

The majority of the trees to be removed are located in the area that will become the roof of the parking structure and a courtyard to the proposed two residence halls, although some along Woodland Road will also be removed to construct the Fire Access driveway. A combination of spruce, fir, and pine replacement trees will be planted along Woodland Road, as well in areas along Forest Avenue and Studio Road to improve screening and re-vegetate the buffer area. Area residents expressed concern about the appropriateness of the plantings. ***The City's Tree Warden should be expected to provide his further comments on this subject when he reviews the College's application for a tree removal permit.***

The proposed two residence halls will be screened from Woodland Road by the 60-ft. vegetative buffer as required in the City's Zoning Ordinance, running along Woodland Road. Lasell College is proposing to plant 70 evergreen trees in the vegetative buffer to screen the new residence halls from the adjoining neighborhood. The City's Tree Preservation Ordinance requires that replacement trees must survive a minimum of one year. The Planning Department would recommend that the College commit to ongoing maintenance of trees in the vegetative buffer area for those that may fail even beyond the first year of installation.

The underground parking structure should not be visible from Woodland Road, other than a portion that will read as the stone foundation to the proposed two residence halls where the grade slopes downward. Ventilation louvers will be the only indication of the interior use.

D. Provision of Utilities, adequacy for the methods for disposal of sewage, refuse and waste, and location of utility service lines underground

The Associate City Engineer reviewed the subject proposal and included his comments in a memorandum, dated February 25, 2008 (*See ATTACHMENT "B"*). He notes a number of items that need additional information or clarification. ***Lasell College should respond to all issues raised by the Associate City Engineer prior to the issuance of a Building Permit.***

The Public Works Department is researching a concern expressed by an area resident about periodic flooding on Woodland Road.

E. Avoidance of topographic changes

The site of the proposed two residence halls changes in grade, increasing in height from Woodland Road up to the VanWinkle and McLelland Residence Halls. Much of the change in grade will be concealed by the parking facility. Lasell College is not required to request a special permit under Section 30-5(b)(4) for grade changes of more than 3 ft. The Associate City Engineer has included his comments on site drainage in his memorandum, dated February 25, 2008.

F. Site/Relationship to Nearby Structures

Four dormitory buildings are already located on this single lot, bounded by Woodland Road, Forest Avenue, Aspen Avenue, and Studio Road. All are three-story brick structures. The City's Zoning Ordinance requires that institutional buildings on the same lot must be located not less than 50 ft. from one another. This proposal meets the City's requirement.



Figure 5. Residences on Woodland Rd.

Across Woodland Road from the subject site are three privately owned single-family dwellings. The impact of the proposed two residence halls on these dwellings may be mitigated, in part, by the evergreen trees to be planted in the vegetative buffer. The Planning Department expects that all rooms facing Woodland Road to include appropriate blinds or curtains on the windows.

CONSTRUCTION MANAGEMENT

Lasell College must perform all construction in accordance with the conditions of a Construction Management Plan (“C.M.P.”). Area residents are concerned about the impact of truck traffic and contractor parking in their neighborhood. These issues, along with the security of the site, should be emphasized in the C.M.P.

The C.M.P. should be submitted to the City Engineer, City Traffic Engineer, Director of Planning and Development, and Commissioner of Inspectional Services for review and approval prior to the issuance of a building permit for this project. The C.M.P. should be expected to include all items listed below, as well as any additional requirements contained in the Associate City Engineer’s February 25 memorandum (*SEE ATTACHMENT “B”*):

- a) Designated contract person for the construction, along with 24-hour contact phone numbers to be distributed to area residents;
- b) Security fencing around the entire construction site;
- c) Designated truck routes and truck access points to the construction site, including the hours of delivery of any materials;
- d) On-site Parking for contractors and subcontractors involved in any construction on site;
- e) Provision to control construction debris and dust on neighborhood streets;
- f) Hours of construction;
- g) Statement regarding noise control (Noise levels at the Site must comply with the City's Noise Control Ordinance, Section 20-13.);
- h) Plans designating on-site construction staging area and an on-site holding area of sufficient size to prevent queuing of trucks waiting to deliver materials;
- i) Erosion control measures;
- j) Material storage area(s);
- k) Construction phasing plan; and
- l) Tree Protection Plan.

LASELL COLLEGE NEIGHBORHOOD COUNCIL

The Planning Department strongly recommends continued and frequent communication through the Lasell College Neighborhood Council, as this council provides a forum to discuss material issues of general and mutual concern to the City of Newton, Lasell College, and area neighbors.

CONCLUSIONS AND RECOMMENDATIONS

With your agreement, prior to the issuance of a building permit, Lasell College should be expected to provide:

- *Evidence of review and approval from the City’s Tree Warden of the College’s application for a tree removal permit, including the replacement of any “Protected trees;”*
- *Dimensions of the two loading bays on this site;*

- *A plan and specifications for the proposed exterior lighting for the two residence halls and all lighting fixtures should include shields to prevent glare;*
- *A response to the concerns of the Associate City Traffic Engineer regarding conflicts between vehicles and pedestrian at the exit ramp from the underground garage at Studio Road;*
- *A response to any request for additional information made by the Associate City Engineer in his February 25, 2008 review memorandum;*
- *Information on any roof top mechanical systems and proposed noise mitigation;*
- *Information on the College's parking management plans during construction of the proposed two residence halls and thereafter, once construction is completed; and*
- *Submit a Construction Management Plan, with the requirements described above, acceptable to the Commissioner of Inspectional Services and Director of Planning and Development.*

ATTACHMENTS:

ATTACHMENT A – ZONING REVIEW MEMORANDUM, DATED MARCH 7, 2008

ATTACHMENT B - MEMO OF ASSOCIATE CITY ENGINEER, DATED FEBRUARY 25, 2008

Zoning Review Memorandum

Dt: March 7, 2008

To: Michael Kruse, Director, Department of Planning and Development
John Lojek, Commissioner of Inspectional Services

Fr: Jean Fulkerson, Principal Planner
Candace Havens, Chief Planner

Re: Zoning review of application for administrative site plan review for the construction of two new dormitories at Lasell College.

Site: Woodland Road, Auburndale

Zoning: Single Residence 1

Current use: partially vacant land and parking lot

SBL: Sect 43, Blk 38, Lots 1 & 2

Site Area: 378,173 sf

Prop. Use (new build): Two residence halls with 136 total beds

Background:

Lasell College, a non-profit educational institution has operated at this locus for some time and has expanded its facilities over the years within Auburndale. The proposed new dormitory is the most recent new building in a series of buildings constructed by Lasell College during its current building program. BO #536-65 and #766-66 approved the initial dormitories within this block, followed by another dormitory (Forest Dormitory) approved in 1999 pursuant to the Administrative Site Plan Review process adopted in 1987 by the City for review of non-profit educational institutions. Subsequently, the College received approval for a 45 stall accessory parking lot along Woodland Rd. While neighbors challenged the issuance of the building permit, the decision of the Commissioner of Inspectional Services was upheld by the Zoning Board of Appeals per case #26-01, September 25, 2001. (also see References below). In 2005 Lasell submitted for the Administrative Site Plan process for the Rockwell Dormitory and received a building permit #06050694 dated July 6, 2006. At this time the College wishes to increase its dormitory facilities still further, by constructing two residence halls facing Woodland Road with a total of 136 beds.

Administrative determinations

1. As the applicant is a non-profit educational entity, the proposed project is subject to the administrative site plan review procedure per Section 30-5(a)(2). This procedure governs the review of "Dover amendment" type entities. Existing conditions which vary from and pre-date Table 2, *Dimensional Requirements for Religious and Non-profit Educational Uses*, adopted in 1987, are considered legal nonconforming.
2. Lasell College has submitted an application to the Director of Planning and Development for review. The proposed project is subject to the Newton Zoning Ordinance (Ordinance), including Section 30-15, Table 2, *Dimensional Requirements for Religious and Non-profit*

Educational Uses (Table 2), Section 30-16 Dimensional Requirements for Dormitories in Residence Districts, and Section 30-19 Parking and Loading Facility Requirements. The proposed addition must comply with Table 2 standards, Section 30-16(c) *Building Location*, and with Section 30-19, parking requirements.

3. The applicant's campus consists of multiple lots acquired by the College over time and the site of the proposed work is located within a parcel consisting of two lots. It is noted that the City's policy with respect to educational institutions historically has been to apply Table 2 requirements on a case by case basis to the campus as a whole and to its perimeter lot lines unless specific conditions necessitate a different approach. In this case, the site under consideration for the proposed dormitory is comprised of a single lot bounded by Woodland Rd., Studio Rd., Aspen Ave., and Forest Ave., totaling 378,173 sq.ft. per the submitted survey plan. This block also contains four previously constructed dormitory buildings, several parking areas, a soccer field (currently undergoing renovation with synthetic turf), and an historic building (Rockwell House) with a day care center which has been part of a Lasell College day care learning program since the mid-1960's.
4. Plans submitted by the applicant indicate that Table 2 requirements pertaining to the proposed dormitory building are satisfied. Due to open space exceeding the minimum requirement of 30%, the Table 2 bonus (see Footnote 3) pertaining to FAR is available. Up to .4 (based on .1 per each full 10% over the minimum) may be added to the initial FAR limit of .2 for a total maximum FAR of .6. The proposed new FAR of .445 meets this limit. In addition, the proposed dormitory meets the building separation requirement of 50 ft. as required per Section 30-16(c). Also, Table 2, Footnote 2 requires that in a Single Residence 1 and 2 zoned area, a 60 ft. wide "vegetative buffer" be maintained between the institutional use and property lines when proximate to single residence uses. The proposed new landscaping along Woodland Road will provide a buffer within the applicable 60-ft. zones meeting this requirement. The City has determined that some intrusions into the vegetative buffer are permissible, such as in this case, an emergency access lane.
5. Section 30-19(c) and (d) set out the applicable requirements pertaining to the required number of parking spaces. As the proposed new dormitory will cause an increase in the number of required spaces, the formula A-B+C set out in Section 30-19(c)(2)a) applies. In addition, Section 30-19(d)(5) requires one parking space per 5 dormitory residents. Based on plans submitted by the applicant, an overall total of 118 spaces (rounded up) is required for the existing and proposed total dormitory beds, athletic offices, and daycare center that exist on the site [factor A]. At present, 91 spaces (rounded up) are required for the currently existing 399-bed dormitory use, athletic offices and day care [factor B]. Together with other existing on-site parking, a total of 141 surface parking spaces is provided within the subject site serving the dormitories and soccer field, though 45 spaces will be lost with the new construction. Application of the formula results in the following calculation: $A:118 - B:91 + C:141 = 168$. However, the outcome may not exceed the maximum requirement as provided in A. As a result, the required number of spaces for dormitory use is 118 while 166 surface and underground parking spaces will be provided on site. Of these, 70 spaces will be provided in the garage under the proposed dormitories. Overall the proposal will result in a surplus of 48 spaces beyond what is required by zoning.

6. Section 30-19(h) – (l) establish design, landscaping, lighting, bicycle parking, and loading area provisions applicable to parking facilities of this size. A total of 70 parking spaces are proposed for the basement garage underneath the proposed residence halls. These new parking spaces meet applicable 30-19(h) dimensional requirements. l.

Perimeter landscaping meeting the requirements of Section 30-19(i)(1) and Section 30-19(j)(1) pertaining to lighting levels do not apply as the parking facility is underground. No lighting plan has been provided indicating the placement of light fixtures or the illumination levels in the area of the residence halls. All lighting should be directed downward, and provided with shields.

Bicycle parking meeting 30-19(k) requirements are located between Studio Road and McClelland Dormitory. A loading area meeting 30-19(l) requirements is provided at the Studio Rd. end of the parking lot associated with Rockwell Residence Hall. A second loading area is positioned on the site between the Van Winkle and the McClelland Residence Halls between the landscaped planting bed and parking area. The dimensions of this loading bay are not provided so a determination on compliance cannot be made until the petitioner provides a revised plan.

7. Submitted plans also indicate 10 existing spaces (not part of the subject project) which are accessed directly from Forest Ave., and which partially overlap the street right of way. In a prior Administrative Site Plan Review memorandum dated March 25, 1999 the Planning Department noted the location of these spaces while also reporting the view of college officials who believed these spaces to have been in existence some 14 years at that time. It is also noted that the City adopted parking design and layout standards March 21, 1977. These spaces would have needed to comply with design and setback requirements in effect at the time of construction, which would not have allowed intrusion into a right of way nor location within a setback without a waiver/special permit from the Board of Aldermen. It is recommended that Lasell College take the opportunity to remedy this matter in conjunction with the proposed dormitory construction project. Given the surplus of parking spaces as discussed in section 5, above, these non-compliant spaces may be removed without reducing the total spaces below Zoning Ordinance required levels.
8. While the applicant has not indicated any signs, it is noted that signs are subject to permitting requirements established in Section 30-20.

9. See table "Administrative Site Plan Review – Nonprofit Educational Use.", below.

Nonprofit Educational Status		
30-5(a)(2)(a)(i)	Evidence of nonprofit educational status provided.	Yes
Section 30-15, Table 2		
30-5(a)(2)(a) Table 2; Fn 2	Dormitory building complies with applicable controls, including setbacks and vegetative buffer.	Yes
30-16(c)	Dormitory building complies with 50 ft. building separation	Yes

	requirement	
	Parking	
30-5(a)(2) 30-19(d)(5)	Complies with dormitory parking requirement as to number of spaces.	Yes
30-19(h)(2)c)	Complies with handicapped parking requirement as to number of spaces.	Yes
	Parking (cont.)	
30-19 (h)(1)	Reconfigured parking facility, bicycle parking, and loading bay comply with applicable setbacks.	Yes
30-19 (h)(2)-(5);	Parking design and layout complies with applicable design and dimensional standards.	Yes
30-19(i)(1)	Perimeter landscaping complies with applicable design standards.	NA
30-19(i)(2)	Interior landscaping complies with applicable design standards.	NA
30-19 (j)(1)	Lighting complies with applicable illumination requirements for reconfigured parking facility.	NA
30-19 (k)	Bicycle parking complies with applicable design requirements.	Yes
30-19 (l)	Loading bay complies with applicable design requirements.	TBD
	Sign(s)	
30-20(e)	N/A	N/A

References

- Board Orders #536-65 & 766-66 – Authorize original dormitories on this parcel
- Building Permit #616-99 – Authorizes Forest dormitory in 1999
- Building Permit #548-01 – Authorizes Woodland Rd. parking area
- ZBA #26-01 Upheld CIS decision to issue permit for Woodland St. pkg lot.
- Land Court Case No.: Misc. Case No. 276354, Suit filed by Nortons vs. ZBA and Lasell appealing ZBA #26-01 ruling.
- Building Permit #06050694, Authorizes Rockwell Residence Hall

Plans and materials reviewed:

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- i. Plan Entitled CS-01 "Topographic Site Plan, Newton, Massachusetts, Sheet 1 of 3" dated December 21, 2007,
 - ii. Plan Entitled CS-02 "Utility Detail Sheet, Newton Massachusetts, Sheet 2 of 3" dated December 21, 2007, and
 - iii. Plan Entitled CS-03 "Zoning Analysis/Profile Sheet, Massachusetts, Sheet 3 of 3" dated December 21, 2007,
 - iv. Report Entitled "Drainage Summary, Woodland Residence Halls, Newton Massachusetts" dated January 2, 2008.
- Prepared by MKA, Mary Smith Associates, Landscape Architects and Planners, signed by Mark C. Kopchell, Registered Landscape Architect:
 - i. Plan Entitled "Landscape Plan, Sheet L-1" dated 12/21/07, and
 - ii. Plan Entitled "Tree Inventory and Removal Plan, Sheet L-2" dated 12/21/07, and
 - Articles of Amendment for Lasell College, Commonwealth of Massachusetts, Secretary of the Commonwealth, State House, Boston, MA, dated June 14, 2004, Signed by William Francis Galvin.
 - Letter from Internal Revenue Service, Department of the Treasury, to affirm non-profit status, dated January 7, 2000.

CITY OF NEWTON
ENGINEERING DIVISION

MEMORANDUM

To: Michael Kruse, Director of Planning

From: John Daghljan, Associate City Engineer

Re: Administrative Site Plan Review – Woodland Road Student Residence Halls

Date: February 25, 2008

CC: Lou Taverna, P.E., City Engineer (via email)
Linda Finucane, Associate City Clerk
Candace Havens, Chief Planner (via email)
Ted Jerdee, Superintendent of Utilities (via email)

In reference to the above site, I have the following comments for a plan entitled:

Lasell College
Woodland Road Student Residence Hall
Prepared By: VTP Associates, Inc.
Dated: December 21, 2007

Sewer:

1. Existing sanitary sewer connection for Van Winkle Dormitory needs to be redirected; the proposal indicates that the existing sewer will be underneath the proposed footprint of the new dormitory building which not acceptable. It should be redirected to avoid future problems.
2. The existing sewer mains need to be evaluated for capacity by the engineer f record and submitted to this office for review.
3. A second sewer connection is shown as going beneath the two proposed retaining walls for the new underground garage. A detailed profile is needed that will clearly indicate the clearance between the bottom of the two retaining walls and the top of the existing sewer service. The wall cannot directly bear upon the sewer pipe, the pipe may be sleeved to prevent crushing, or the pipes must be relocated to avoid this situation.

4. The backfilling of the sewer main and services connection shall be with Control Density Fill (CDF) Type 1-E Excavatable type.
5. The service connection from the proposed building to the existing sewer manhole will have to be cored by either a hydraulic or an electric coring machine to eliminate groundwater infiltration. Jackhammering a hole for the connection will not be allowed. A rubber boot and hydraulic cement will also be required for the connection.

Drainage:

1. The drainage calculations are correct for the City's 100-year storm event.
2. When a connection to the City's drainage system is proposed, prior to approval of this permit a Closed Circuit Television (CCTV) inspection shall be performed and witnessed by the Engineering Division, the applicant shall retain a contractor that specializes in CCTV inspection. The applicant shall contact the Engineering Division 48 hours in advance to schedule an appointment. At the end of the inspection the video or CD shall be given to the inspector. Furthermore upon completion of the connection to the drainage system a Post – Construction video inspection shall also take place and witnessed as described above.

Water:

1. The engineer of record needs to identify the size of the existing water mains within Woodland Road, Forest Avenue and Studio Road; and locate the two closest fire hydrants on the site plan. The Fire Department and the Utilities Division will require that Fire Flow Tests be performed and the testing must be witnessed, by the Utilities Division and Fire Department.
2. Hydraulic Calculations will be required for the design of the proposed fire suppression system.

Construction Management:

- A detailed construction management plan is required for the site; all construction shall conform to the City's NPDES Permit as the site is over 1-acre.

Fire Road:

- The surface of the fire road shall be either bituminous concrete or cement concrete capable of an H-20 loading or other load factor that the Fire Department may require. The width shall be 18' minimum clear, and shall be plowed throughout the winter.

General:

1. The sidewalks and HP ramps along the entire frontage of this project should be updated in accordance to the city's Construction Standards.
2. The contractor needs to notify the Engineering Division 48-hours in advance and schedule an appointment to have the drainage system, water & sewer services inspected. The system & utilities must be fully exposed for the inspector. Once the inspector is satisfied, the system & utilities may then be back-filled.
3. An approved type of siltation control needs to be incorporated onto the plans, as well as a detail of the proposed system.
4. Prior to Occupancy permit being issued, an As-Built Plan shall be submitted to the Engineering Division in both digital format and in hard copy. The plan should show all utilities and final grades, any easements and final grading.
5. The applicant will have to apply for a Street Opening & Utilities Connection Permits as well as a sidewalk crossing permit with the DPW.
6. If a Certificate of Occupancy is requested prior to all site work being completed, the applicant will be required to post a Certified Bank Check in the amount to cover the remaining work. The City Engineer shall determine the value of the uncompleted work.
7. All tree removal shall comply with the City Ordinances.

If you have any questions or concerns please feel free to contact me @ 617-796-1023